



PEACE CORPS – MOROCCO VACANCY ANNOUNCEMENT Safety and Security Manager

OPEN TO: All Interested, Qualified Candidates
POSITION: Safety and Security Manager
DUTY STATION: Rabat, Morocco
DATE OF ENTRY ON DUTY: March, 2018
SALARY LEVEL: An annual gross salary of **309 034 MAD**, based on 40-hours/week including allowances, competitive bonus and benefits package. This amount represents a salary within a range that would be considered based on the candidate's verifiable salary history and/or experience. In addition to annual base salary, the US Peace Corps offers an attractive, competitive package of benefits, including CIMR, CNSS, Health and Disability Insurance, Annual Leave and other benefits.

Women and men, and members of all racial and ethnic groups are encouraged to apply.

DEADLINE FOR APPLICATIONS: Close of Business - February 14, 2018

The United States Peace Corps seeks a qualified individual to serve as a contracted Peace Corps Safety and Security Manager based in Rabat, Morocco. The desired start date for the selected candidate will be March, 2018. The Safety and Security Manager is responsible for supporting Peace Corps' volunteer safety and security. The ideal candidate will develop rapport and mutual respect with volunteers and build solid relationships in and outside of Peace Corps towards enabling a safe volunteer service in Morocco.

Job Responsibilities:

1. Provides administrative support and verification that adequate systems are functioning to support volunteer safety and security in accordance with Peace Corp policy
2. Supports volunteers who are victims of crime, including sexual assault, according to Peace Corps global policies and procedures
3. Maintains and monitors documentation for incident reporting and response
4. Participates in the design, development and delivery of trainings in the areas of personal safety and security for Peace Corps volunteers
5. Supports volunteer placements and site identification
6. Advises on safety and security policy and program
7. Prepares for and respond to emergencies; maintains, updates, and tests Emergency Action Plan (EAP)
8. Maintains emergency communications and volunteer warden system
9. Analyzes trends that affect volunteer safety and security
10. Shares information: Develops and maintains a legible and orderly system for collecting, compiling, and disseminating pertinent safety and security information to be made accessible to appropriate post staff and volunteers as required
11. Develops resources such as manuals, handbooks, leaflets, pamphlets, slides, videos, and memos and make their contents and Peace Corps policies known to staff and volunteers
12. Coordinates Duty Officer Program
13. Point of contact with Peace Corps Safety and Security Officer (PCSSO), regional HQ security and safety officer, local law enforcement agencies and other security officials.
14. Other duties and responsibilities as defined in the position Statement of Work.

MINIMUM QUALIFICATIONS REQUIRED AND PROVEN EXPERIENCE IN THE FOLLOWING:

- University degree with five (5) years of related work experience is required. College degree in social work, counseling, criminology, or security studies is strongly preferred.
- Experience providing support to victims of sexual assault, theft, and other personal crimes
 - OR –
- Experience with safety and security programs of similar NGO/development organizations
 - OR –
- Relevant professional security or law enforcement experience
 - AND –
- Ability to support victims of crime in a professional, sensitive, and victim-centered manner
- Ability to develop rapport and mutual respect with volunteer community
- Ability to develop and maintain effective working relationships with other organizations, including local law enforcement, criminal justice, emergency management and NGO/development agencies
- Ability to analyze crime trends and other risks and propose mitigation strategies
- Demonstrated organizational and communication skills
- Demonstrated English and French proficiency, both written and oral
- Demonstrated Darija fluency
- Ability to work with Microsoft Office Suite, and other basic computer knowledge
- Demonstrated interpersonal and cross cultural skills and the ability to work with diverse populations
- Ability to multi-task and prioritize
- Ability to work as a team player
- Valid driver's license and ability to travel throughout Morocco when required
- Must be able to obtain an American visa
- Moroccan citizen or legal resident with status to work in Morocco

For consideration, all applicants must submit a Resume (CV) together with a Cover Letter stating in detail how their education and experience fulfill the requirements of the position. Submitted material must address listed requirements.

Both Cover Letter and Resume (CV) must be type written in English and emailed to:

Job@ma.peacecorps.gov

Please include the title of the position for which you are applying in the subject line of your email. **Applications must be emailed by 14 February 2018**

Only applicants selected for interviews will be notified by telephone and/or email.

All experience, skills and qualifications will be verified. Employment is contingent on a favorable security background check.

The United States Peace Corps is an Equal Opportunity Employer.